



*Annual Performance Report Form*

**Facility Name:** Sordoni Skanska, Inc.

**Performance Track ID #:** A02-0030

**Annual Performance Report #:** 1

**Reporting Year:** 2001

**Due Date:** July 1, 2002

## Section A

# General Facility Information

To the extent possible, EPA will pre-complete items A.1-A.8 for you. Please ensure that the information in A.1-A.8 below is accurate, complete, and up to date. Please supply or revise any information as necessary and then check the box to the left of the item(s) to indicate where changes have been made. Items A.9 and A.10 cannot be pre-completed; please respond as directed in A.9 and A.10 below.

*Did you make changes? If so, check box.*

- A.1 ☒ Name of your facility: Sordoni Skanska, Inc.
- A.2 ☐ Name of your parent company: Skanska USA Building
- A.3 ☒ Facility contact person for the Performance Track program  
Name: Mr./Mrs./Ms./Dr. David Korman  
Title: Safety and Environmental Manager  
Phone: 973-257-9099 x3346 Fax: 973-257-9506 E-mail: david.korman@sordoni.com
- A.4 ☐ Facility's location  
Street Address: 400 Interpace Parkway Building C  
Street Address (cont.):  
City/State/Zip Code: Parsippany, NJ 07054
- A.5 ☐ Facility's website address (if any): www.sordoni.com
- A.6 ☐ Number of employees (full-time equivalents) who currently work in the facility:  
☐ Fewer than 50 ☐ 50 - 99 ☐ 100 - 499 ☒ 500 - 1000 ☐ More than 1000
- A.7 ☐ Does your company meet the Small Business Administration definition of a small business for your sector? ☐ Yes ☒ No
- A.8 ☐ North American Industrial Classification System (NAICS) Code(s) that are used to classify business at the facility: 233 \_\_\_\_\_
- A.9 ☐ In your application and, perhaps, in previous annual performance reports, you described what your facility does or makes. Have there been any (additional) changes to your facility's list of products and/or activities? If so, please list them in the space below. ☐ Yes ☒ No
- A.10 ☐ Please update the list of environmental requirements that apply to your facility. In the space below, indicate any changes that have taken place during this reporting period. If you have no changes to report, please write "No changes."  
No Changes

## Section B

# Environmental Management System

**B.1 Environmental Management System Assessment.** Please summarize EMS assessments conducted *during the year*. Attach additional sheets as necessary.

a. Was an EMS audit or other assessment done by an independent third party?

☒ Yes ☐ No

If yes, please provide the *type* (e.g., ISO 14001 certification), the *scope*, and the *dates* (mo/yr) of each assessment.

ISO 14001 Surveillance Audits 1/01, 9/01

b. Was an internal or corporate EMS audit conducted? ☒ Yes ☐ No

If yes, please provide the *scope* and the *dates* (mo/yr) of each audit.

Ongoing internal audits are conducted on all project sites at least once per year. All elements of ISO 14001 are addressed in these internal audits. Audits conducted 1/01 and 7/01.

c. Was a compliance audit conducted? ☒ Yes ☐ No

If yes, please provide the *scope* and the *dates* (mo/yr) of each audit, and indicate *who* conducted the audit(s) (e.g., facility staff, corporate groups, third party).

1/01 and 7/01 conducted as part of the EMS internal audit by own employees who have been trained as EMS Internal Auditors. All aspects with legal requirements are evaluated for compliance.

d. (Optional) If you would like to describe any other audits or inspections that were conducted at your facility, please do so here.

May 2001 EPA Performance Track site visit, One project involved compliance audit by EHS staff from the project owner.

On several occasions compliance audits were conducted by officials from the local authorities having jurisdiction for the project. These audits primarily involved evaluation of soil and sediment controls in place at the project sites.

## Section B

(continued)

### B.1

e. Briefly summarize corrective actions taken and other improvements made as a result of your EMS assessments and compliance audits.

Developed and implemented new form to assist in recording structure and responsibilities for EMS implementation at project site locations. A recordkeeping guide was also developed and implemented to assist in clarifying EMS recordkeeping requirements. Standard language was added to all contracts which will assist in communicating expectations for EMS implementation and environmental work to all subcontractors working at our project sites. Additional corrective actions taken in the areas of non conformance corrective and preventative action procedures, EMS Auditing was strengthened by having all internal auditors attend a workshop to review EMS audit plan, procedures and reporting.

f. Has your facility corrected all instances of potential non-compliance and EMS non-conformance identified during your audits and other assessments?

☒ Yes ☐ No ☐ No such instances identified

If no, please explain your plans to correct these instances.

g. When was the last Senior Management review of your EMS completed? *mo/yr* 9/7/01

Who headed the review?

Name: Mr./Mrs./Ms./Dr.

Robert Mullen

Title: President/CEO

## Section B

(continued)

**B.2 ISO 14001 Certification.** Is your facility currently certified to ISO 14001? ☒ Yes ☐ No

**B.3 Environmental Aspects Identification.** When did your facility last conduct a systematic identification and/or review of your environmental aspects? *mo/yr* 9/7/01

**B.4 Progress Toward Achieving Objectives and Targets.** In the table below, please provide a narrative summary of progress made toward EMS objectives and targets. **You may limit the summary to environmental aspects that are *significant* and towards which *progress* has been made during the *reporting year*.** In cases where progress relates specifically to a Performance Track performance commitment, complete the *Environmental Aspect* column, but in the *Progress* column simply refer to the performance commitment tables in Section C, i.e. "See Section C." Attach additional sheets as necessary.

<i>Environmental Aspect</i>	<i>Progress Made This Year</i> (e.g., quantitative or qualitative improvements, activities conducted)
Waste Reduction/recycling	See section C for results. Efforts are continuing on trying to develop an effective system to measure the environmental benefits of recycling and reducing solid waste disposal from construction projects. Difficulties still exist in trying to effectively normalize data since there are a significant number of variables that can effect this.
Fuel storage/contamination avoidance	See Section C for progress made. We continue to make strides in attaining objectives by focusing on reducing fuel stored on our project sites and if stored to utilize proper measures like secondary containment structures to reduce potential impact from a spill. Specific requirements for this have been included in contract language for subcontractors.
Habitats	See Section C for progress made. This aspect is also variable depending on the type of projects on going so it poses a challenge to try and show significant progress year to year. Progress continues to be made by making strives towards evaluating opportunities to protect trees and implementing protective measures where feasible. Not all projects have the opportunity to make progress towards the target for this aspect. To improve measurement so data is more meaningful we are continuing to evaluate the usefulness of calculating the ratio of trees protected compared to opportunity for protection. There continues to be a significant number of variables which can effect this aspect.
Soil and sediment control	Implement best management practices to ensure compliance with storm water requirements at project site locations. Continuing efforts have been placed on pre operational planning to ensure that best practices are being implemented, periodic inspections conducted and follow up to ensure permit requirements being met.
Endangered species/wetlands	Implement programs to ensure compliance with EMS and regulatory requirements.

Energy Conservation	<p>See Section C, for details on progress attained during the past year.</p> <p>Projects made significant strides towards being innovative in developing and implementing programs to reduce energy at temporary office locations. Will look to develop a more comprehensive means collect and analyze data to verify energy savings and trying to normalize data on some projects by comparing energy usage for per square foot of temporary office space that have implemented energy saving measures.</p>
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## Section C

# Environmental Performance Commitments

Please use the tables on pages 6-9 to summarize your facility's environmental performance against your Performance Track performance commitments. Complete only those boxes related to the baseline, current year, and performance commitment. If any of the boxes have been pre-completed for you, please verify the information. If you find information that is incorrect, cross it out and write in the correct information. **Leave blank any columns for future reporting years.**

C.1

### Performance Commitment 1

a. Use this table to report data related to your first performance commitment.

**Category** (see page 16 of the instructions): Waste

**Aspect** (see page 16 of the instructions): Recycling

	<i>Baseline (as stated in your application)</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment (the goal stated in your application)</i>
<i>Calendar Year</i>	1999	2001			2003
<i>Actual Quantity (per year)</i>	20,000	43,000			(optional)
<i>Measurement Units</i>	tons				
<i>Normalizing Factor*</i>	1.0	1.5			(optional)
<i>Basis for your Normalizing Factor*</i>	Gross revenues for calendar year.				
<i>Normalized Quantity* (per year)</i>	20,000	28,666			25,000

\*See pages 17-19 of the instructions for more information

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

Employee awareness to program requirements. Several projects with large quantities of materials available for recycling had a positive impact on the volume of materials recycled. We will evaluate alternate systems to measure this effort that is a better representation of the positive impact on the environment.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

# Section C

(continued)

## C.2 Performance Commitment 2

a. Use this table to report data related to your second performance commitment.

<b>Category</b> (see page 16 of the instructions): Accidental Releases					
<b>Aspect</b> (see page 16 of the instructions): Potential for releases					
	<i>Baseline</i> (as stated in your application)	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment</i> (the goal stated in your application)
<i>Calendar Year</i>	1999	2001			2003
<i>Actual Quantity</i> (per year)	6000	7,000			(optional)
<i>Measurement Units</i>	Gallons				
<i>Normalizing Factor*</i>	1.0	1.5			(optional)
<i>Basis for your Normalizing Factor*</i>	Gross Revenues				
<i>Normalized Quantity*</i> (per year)	6000	4,666			0
*See pages 17-19 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

Ensure all fuels stored on site are provided with secondary containment structures to avoid contamination if spilled. Developed proactive measures to clearly communicate requirements to subcontractors before they begin work on projects. (This data is not dependent on the normalizing factor but is affected more by project specific activities)

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).



# Section C

(continued)

## C.3 Performance Commitment 3

a. Use this table to report data related to your third performance commitment.

<b>Category</b> (see page 16 of the instructions): Preservation/Restoration					
<b>Aspect</b> (see page 16 of the instructions): Habitat Impacts					
	<i>Baseline</i> (as stated in your application)	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment</i> (the goal stated in your application)
<i>Calendar Year</i>	1999	2001			2003
<i>Actual Quantity</i> (per year)	35	128.00			(optional)
<i>Measurement Units</i>	TREES (SQUARE FEET)				
<i>Normalizing Factor*</i>	1.0	1.5			(optional)
<i>Basis for your Normalizing Factor*</i>	Gross revenue per calendar year				
<i>Normalized Quantity*</i> (per year)	35	85.33			50
*See pages 17-19 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

This aspect relies on to many variables to achieve commitment goals. Each project will determine the opportunity for protection of trees. Many projects initiated protective measures outside of our specific project scope which resulted in favorable recognition from clients. We will continue to evaluate different means to measure this aspect using a ratio of opportunity presented by those protected that may serve as a better indicator of environmental performance as a result of implementing our EMS. This will be developed by the end of 2002 and implemented the following year. (This aspect also is not impacted by the normalizing factor but more on the project location. The square footage measurements are estimates taken based on observations of the size of the tree and the species in order to have a value for comparison purposes)

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

# Section C

(continued)

C.4

## Performance Commitment 4

a. Use this table to report data related to your fourth performance commitment.

<b>Category</b> (see page 16 of the instructions): Energy Use					
<b>Aspect</b> (see page 16 of the instructions): Energy Conservation					
	<i>Baseline</i> (as stated in your application)	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment</i> (the goal stated in your application)
<i>Calendar Year</i>	1999	2001			2003
<i>Actual Quantity</i> (per year)	1	8.0			(optional)
<i>Measurement Units</i>	Projects				
<i>Normalizing Factor*</i>	1.0	1.5			(optional)
<i>Basis for your Normalizing Factor*</i>	Gross revenue per calendar year				
<i>Normalized Quantity*</i> (per year)	1	5.33			3
*See pages 15-17 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

Increase awareness amongst employees for simple cost effective opportunities to reduce energy usage at temporary offices at project sites. Methods included programmable thermostats, checklists, energy efficient lighting, timers, etc. Data collection and measurement of this aspect will continue to be evaluated to develop a way to normalize data to show a benefit to the environment. (Energy usage per square footage of temporary office space) The current data is not impacted by the normalizing factor but more dependent on the project specifics).

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

## Section D

# Public Outreach and Performance Reporting

**D.1** Please briefly summarize the public outreach and reporting activities that your facility has conducted during the year. Feel free, but not obligated, to attach supporting materials (e.g., meeting agendas, public announcements). Skanska continues to report an annual environmental report which is posted on the Skanska web page ([www.skanska.com](http://www.skanska.com)). This report includes data from specific targets that were developed from corporate and includes data from operations worldwide. Specific public relations relating to environmental impact from our construction projects typically is done by the public relations departments from our clients. on two of our projects representatives from the project team attended community meetings to discuss the project and answer specific concerns regarding the project and our plans to minimize increase truck traffic and plans for traffic control.

**D.2** Please indicate which of the following methods your facility plans to use to make its Performance Track Annual Performance Report available to the public. Please check as many as are appropriate.

☒ Website (URL [www.sordoni.com](http://www.sordoni.com))

☐ Open House

☐ Meetings

☐ Press Releases

☐ Community Advisory Panel

☐ Other

## Section E

### Self-Certification of Continued Program Participation

On behalf of Sordoni Skanska, Inc.,  
(name of my facility)

I certify that

- ◆ I have read and agree to the terms and conditions specified in *the National Environmental Performance Track Program Guide*. This facility, to the best of my knowledge, continues to meet all program criteria;
- ◆ I have personally examined and am familiar with the information contained in this Annual Performance Report. The information contained in this report is, to the best of my knowledge and based on reasonable inquiry, true, accurate, and complete;
- ◆ My facility has an environmental management system (EMS), as defined in the Performance Track EMS criteria, including systems to maintain compliance with all applicable federal, state, tribal, and local environmental requirements in place at the facility, and the EMS will be maintained for the duration of the facility's participation in the program;
- ◆ My facility has conducted an objective assessment of its compliance with all applicable federal, state, tribal, and local environmental requirements; and the facility has corrected all identified instances of potential or actual noncompliance; and
- ◆ Based on the foregoing compliance assessments and subsequent corrective actions (if any were necessary), my facility is, to the best of my knowledge and based on reasonable inquiry, currently in compliance with applicable federal, state, tribal, and local environmental requirements.

I agree that EPA's decision whether to accept participants into or remove them from the National Environmental Performance Track is wholly discretionary, and I waive any right that may exist under any law to challenge EPA's acceptance or removal decision.

I am the senior manager with responsibility for the facility and am fully authorized to execute this statement on behalf of the corporation or other legal entity whose facility is part of the National Environmental Performance Track program.

Signature/Date \_\_\_\_\_

Printed Name Mr./Mrs./Ms./Dr. Daniel Wurzburg

Title Vice President

Phone Number/E-mail Address dan.wurzburg@sordoni.com

Facility Name Sordoni Skanska, Inc.

Facility Street Address 400 Interpace Parkway, Building C Parsippany, NJ 07054

Performance Track Identification Number A-02-0030

### **Paperwork Reduction Act Notice**

The public reporting and recordkeeping burden for this collection of information is estimated to average 188 hours per respondent annually. Burden means the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a Federal agency. This includes the time needed to review instructions; develop, acquire, install, and utilize technology and systems for the purposes of collecting, validating, and verifying information, processing and maintaining information, and disclosing and providing information; adjust the existing ways to comply with any previously applicable instructions and requirements; train personnel to be able to respond to a collection of information; search data sources; complete and review the collection of information; and transmit or otherwise disclose the information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.